

IMPAC NEWSLETTER
1ST QUARTER OCT-DEC 01

The Next Class Time: 7 November 01 from 0900 to 1300 at T3BL/USPFO, 3601 Technology Drive, Fort Dix in Room 109. (THIS IS STRICTLY FOR NEW CARDHOLDERS AND BILLING OFFICIALS). In order to register for the class, please send an e-mail to bonnie.dispirito@nj.ngb.army.mil or contact me at (609) 562-0225.

Section 508: Section 508 requires Federal Agencies with electronic and information technology is accessible to people with disabilities. The Center for Information Technology Accommodation (CITA), the U.S. General Services Administration's Office Governmentwide Policy, has been charged with the task of educating Federal employees and building the infrastructure necessary to support Section 508 implementation. Using this web site, Federal employees and the public can access resources for understanding and implementing the requirement of Section 508. This is a good source of market research. Please take a look at the web site at: <http://www.section508.gov/> This will mainly affect the DCSIM-ISSB. There is a training module that will be available in October or November 2001 timeframe.

One-time use Earplugs: One-time use earplugs are a centrally purchased item from a Sheltered Workshop. It is mandatory to utilize these earplugs. The earplugs are ordered through DLA. The National Stock Number is: 6515-00-137-6345, minimum quantity to be ordered is 1 case (200 pairs) @ \$128.57 per case. A request DA2765-1 should be submitted through normal supply channels. If you require more information on this NSN please go to the JWOD Web Page - <http://www.JWOD.com>

FY02 Money: The USPFO has been give a "CRA" with limited funding and issued instructions that we should exercise care in executing FY02 missions (emergency procedures in effect – limited execution for validated emergencies/fixed costs etc.). In essence, anyone looking for "LOG" funding (CCDF or IMPAC supplies & services) should contact MAJ Bocchino, USPFO-SSD, Lucy Brogle or COL Cefalone for respective approval (control number).

New FY02 AO Summary Sheet and Listing of Codes: Please see attachments regarding the New FY02 accounts. The accounts have changed from FY01. Please use the new AO Summary sheet for the next billing cycle for October 2001.

New Record Keeping Requirements: In accordance with FAR Subpart 4.805, the DOD Financial Management Regulation (FMR) Vol. 1, Chap. 9, and the National Archives and Records Administration (NARA) guidelines, the correct retention period for procurement records is three (3) years. The cardholders statement is considered a procurement record. The signed certified billing statement and supporting documentation are considered to be "Accountable Officers Account Records" and, IAW the FMR and NARA guidelines, must be retained for a period of six (6) years and three (3) months.

Questions?: If you have any questions, please feel free to contact me at DSN 944-0225, Comm (609) 562-0225 or at bonnie.dispirito@nj.ngb.army.mil. If you need to fax anything, the fax number is (609) 562-0229.